

**MINUTES**  
**PARKS AND RECREATION BOARD MEETING**  
**MONDAY, MARCH 11, 2002**  
**6:30 PM**

The Board convened for their regular meeting at 6:30 PM at the Parks and Recreation Administrative Offices at 717 W. Main Street, Arlington, Texas on February 11, 2002, notice of said meeting being posted as prescribed by Chapter 551, V.T.C.A., Government Code, with the following members present, to wit:

<b>Members</b>			<b>Term Expires</b>
Mr. Bob Korman	Chair	Place 7	June 2003
Ms. Anne Weydeck	Vice-Chair	Place 10	June 2002
Ms. Carrie Donovan	Member	Place 1	June 2003
Ms. H. Suzanne Kelley	Member	Place 2	June 2002
Ms. Sue Phillips	Member	Place 3	June 2003
Mr. Alvin Warren	Member	Place 4	June 2002
Mr. Jason Williams	Member	Place 5	June 2003
Mr. Charley Amos	Member	Place 6	June 2002
Mr. Joe Sarabia	Member	Place 8	June 2002
Mr. Nicholas Stoneman	Member	Place 9	June 2003
Ms. Candace Halliburton	Member	Place 11	June 2003
Ms. Bianca Davenport	Youth Member	Place 12	June 2002

**Staff:**

Bill Gilmore	Assistant Director-Programs
Jo Anne Smith	Park Facilities Coordinator
Ruth F. Keith	Administrative Secretary
Jennifer Howry Fadden	Administrative Services Manager
Gordon Robertson	Assistant Director-Planning
Evonne Sandas	Interim Assistant Director-Operations
Lydia Zantout	Parks Financial Accountant

Also in attendance was Charles Peeler, Planning and Zoning Commission member.

I. **CALL MEETING TO ORDER**

Chairman Bob Korman called the regular meeting to order at 6:33 p.m.

II. **FEBRUARY 2002 REGULAR MEETING MINUTES**

Chairman Korman asked for approval of the minutes. Mrs. Weydeck made a motion to approve the minutes of the February 11, 2002. Ms. Kelley seconded the motion. The motion passed unanimously.

III. **ITEMS FOR ACTION**

A. **Items from Citizens (about Items for Action)** – No discussion.

B. **Items for Action**

1. **Park Permits** - The Board considered and approved 25 permit requests. Ms. Kelley made a motion to approve the park permit requests without exception. Mrs. Phillips seconded the motion. The motion passed unanimously.

Member Stoneman arrived at the meeting, the time being 6:35 p.m.

#### IV. **SCHEDULED INFORMATION REPORTS**

- A. **Planning Work Plan Report** – Mr. Robertson stated that the Randol Mill Pool Aquatic Center, barring any delays, should open as scheduled in late May. Jake Langston Park is nearing completion; Johnson Creek Trail construction is underway with clearing complete; utility work and paving in progress; Howard Moore Play Pool redesign is complete, construction revisions are underway. Mr. Robertson stated re-advertisement for the play pool is scheduled for Spring 2002.

Mr. Robertson also advised the Board that the Vandergriff parking and roadway bid was pulled with re-bidding scheduled in the fall

- B. **Customer Service Report – February 2002** No discussion.
- C. **Monthly Calendar of Activities for March 2002** – Ms. Weydeck announced she would not be able to attend the Youth Sports Committee meeting scheduled April 11, 2002.

#### V. **ITEMS FOR INFORMATION**

- A. **Zoning Cases Involving or Impacting Park Land** - Mr. Robertson provided general information relating to two upcoming zoning cases. Case: Z02-12 located on the north side of Blackland Prairie Grass Park and Case: Z02-06/P02-06 located north of West Mayfield Road and east of Matlock Road. Mr. Robertson stated that neither case will impact the adjacent park properties and no comments will be made.

- B. **Proposed 2003 Bond Election** - Mr. Robertson advised the Board that the Parks and Recreation Department would begin preparation for the upcoming 2003 Bond Election. Mr. Robertson stated it would be a 3-year program with a \$6 million proposition.

Mr. Robertson advised the Board that the City Council's Livable Neighborhood Committee appointed Ms. Weydeck as the Chair for the Citizens Master Plan Committee. Other Park Board members appointed were Alvin Warren, Sue Phillips and Charley Amos along with appointees representing the East Sector, Southwest Sector, Central Sector, West Sector, Southeast Sector and North Sector areas. Mr. Robertson further added that five (5) at large appointments were also made to the committee.

- C. **Park Performance Fund – Status Report** – Mr. Gilmore provided the Board a detailed overview of the current status of the Performance Fund.

Mr. Stoneman inquired when the performance fund philosophy began. Mr. Gilmore stated in FY 1986-87, when then City Manager Bill Kirchhoff introduced and recommended performance fund management to the Parks and Recreation Department.

Ms. Weydeck left, the time being 7:26 p.m.

- D. **Parks and Recreation Management Cycle** – Ms. Fadden provided the Board with information regarding the strategic management cycle, which has been developed by the Parks and Recreation Department.

## VI. **BOARD COMMITTEE REPORTS**

- A. Planning and Policies – Chairman Stoneman stated this committee has met twice. At these meetings the committee is reviewing and assessing the Park Naming Policies, Commercial Structures built in City Parks and the Dog Park Policies. Mr. Stoneman stated the committee's next meeting will be April 3, 2002.
- B. Acquisition and Development – Chairman Williams stated this committee is in the process of developing a purpose and philosophy. The committee's next meeting will be in May.
- C. Operations and Maintenance Committee – Chairman Amos stated this committee is in the process of finalizing its philosophy, purpose, definitions and goal statement. The committee's next meeting will be in May.
- D. Training and Development Committee – Chair Person Kelley stated orientation pursuant to board members requests on 2002 Open Meetings Act and Parliamentary Procedures was held Saturday, March 9, 2002. Ms. Kelley added that attempts would be made to address all requests by members as meeting was announced at last February board's meeting (four week notice) and public notice was sent as a reminder (one week notice). Ms. Kelly stated that orientations are for the entire board as a whole and if the few hours on a Saturday are not a workable method, then orientation will have to be placed back onto regular board meetings. Ms. Kelley shared that preliminary orientation manuals will be made available at the Parks and Recreation Department for perusal by PARB members and PARD staff. A memo stating its availability and location will follow from the Training and Development Committee with an area for comments and suggestions. Ms. Kelley stated part of its purpose is to eliminate requests for general information from PARD staff and to create a single source of necessary information in the usual duties of PARB members.

Ms. Kelley advised that the Training and Development Committee meetings are static on the third Saturday of each month in order to facilitate attendance by fellow PARB members. All suggestions and ideas are welcome to the committee for orientation of new and continued education for existing PARB members. Ms. Kelley added that committee meetings would save time at the regular PARB meetings.

## VII. **ITEMS FROM BOARD MEMBERS**

- A. **Announcements** – Mrs. Weydeck requested the Board consider taking at least one park or facility to observe and provide reports at the Board's monthly meetings. Ms. Weydeck stated this would allow Park Board members the opportunity to inform others on the Board of positive aspects experienced during the observation and perhaps give staff another viewpoint.
- B. **Requests for Future Agenda Items** - Ms. Weydeck requested that her proposal of the Board's observation of parks and facilities be placed on the April 8, 2002 agenda. Ms. Weydeck also requested staff to provide a list of parks and facilities to be included in the Board's packet.

## VIII. **ITEMS FROM CITIZENS** (about non-agenda items) - No discussion.

There being no further business, the meeting adjourned at 7:50 p.m.

**NOTE:** Taped recordings and minutes of all Parks and Recreation Advisory Board meetings are a matter of public record and are kept on file in the Parks and Recreation Administrative Office, 717 W. Main Street, Arlington, TX. Any Board member or interested party has the right to review these tapes and minutes at the Parks and Recreation Administrative Office.